

**Indiana Department of Workforce Development
Commission on Vocational and Technical Education
Document 00-2**

MINUTES

INDIANA COMMISSION ON VOCATIONAL AND TECHNICAL EDUCATION

**Indiana Government Center South
Rooms 4 and 5
302 and 402 West Washington Street
Indianapolis, Indiana**

March 17, 2000

Minute No. 15

Call to Order – Item I. – Chair Brown called the meeting of the Indiana Commission on Vocational and Technical Education to order at 1:05 p.m.

Minute No. 16

Pledge of Allegiance – Item II. – Chair Brown led the Commission members and the audience in the Pledge of Allegiance to the flag.

Minute No. 17

Roll Call and Determination of a Quorum – Item III. Chair Brown declared a quorum present. Commission members Andrew Brown, Steven Pitts, John Patterson, Kenneth Pierce, Marnia Kennon, Larry Ferguson, Paul Hernandez, and Dan Theobald were in attendance. Commission member John Egger was not in attendance. There are two vacancies on the Commission.

Minute No. 18

Discussion Item – Item IV. – Special Presentation from Indiana School Counselors Association

Commission member Kennon attended the Indiana School Counselors Association on behalf of Chair Brown and the Commission to receive an award. The award was in appreciation of the Commission's continued support for Indiana's school guidance initiatives. A highlight of the luncheon was the presentation of the Building Trades apprenticeship career awareness video funded by the Commission. Viewing the video brought renewed interest in the value of apprenticeship programs by school counselors. Commission member Kennon accepted the award plaque for the Commission.

Ms. Sue Reynolds, Vocational Education Consultant, Department of Education, and Executive Director of the Indiana School Counselors Association, thanked the Commission for their continued support in assisting the school counselors. Ms. Reynolds gave an update on the Pre and Post Mastery of Competencies from the counselors who attended the Fall Conference. The competencies on the Master of Competencies have all improved since last year. She noted that the number of participants at the fall conference had quadrupled in the past two years. Ms. Reynolds also invited the Commission to next year's School Counselors' Association

Conference scheduled for Friday, November 3, 2000, Adam's Mark Hotel, Indianapolis. Discussion followed on ways the Commission could assist followed.

Minute No. 19

Discussion Item – Item V. – Consideration of January 21, 2000 Minutes, Document 00-1

Commission member Pierce moved that the Minutes of the January 21, 2000 Meeting, Document 00-1 be approved as mailed. Seconded by Commission member Patterson; unanimously carried. (Copy filed with official Minutes.) Some discussion ensued regarding items covered in the Minutes

Action: Approved Commission Minutes as mailed

Minute No. 20

Discussion Item – Item VI. – State Director's Report

Terry R. Fields, State Director of Vocational and Technical Education, thanked everyone who attended the morning discussion session. Mr. Fields discussed the secondary and postsecondary Core Indicators of Performance which were submitted to the U.S. Department as part of Indiana's Five-year State Plan for the use of Carl D. Perkins Vocational and Technical Education Act of 1998 (FY00 – FY04). (Copy filed with official Minutes.) Between now and mid-May the Department of Workforce Development and U.S. Department of Education will negotiate final Core Indicators of Performance as FY01 begins.

Mr. Fields discussed the pilot project between six other states and the U.S. Department of Education to develop common data reporting, definitions and data elements.

Mr. Fields announced Amy Worden's last day with the Department of Workforce Development was Wednesday, March 15, 2000. She plans to finish her training as a school guidance counselor and work at the school counseling level.

Mr. Fields reported on the new format for the Commission Agenda noting that a brief synopsis is given below each item to be presented. He indicated that feedback on this new format is welcomed.

Minute No. 21

Decision Item – Item VII. – Old Business

There were no Decision Items to come before the Commission.

Minute No. 22

Decision Item – Item VIII. – New Business

There were no Decision Items to come before the Commission.

Minute No. 23

Information and Discussion Items – Item IX.A. – Legislative Update

Mr. Fields updated the Commission on the Federal legislation. Under President Clinton's administrative budget, it is proposed that \$200 million of the Perkins Basic Grant funding be moved to Tech Prep. This proposal is receiving considerable discussion. Under the state legislation, no new legislation was approved by the Indiana General Assembly.

Minute No. 24

Information and Discussion Items – Item X.B. – Announcement about the Leadership Development Workshop for Workforce Investment Board Members

Angela Scott-Rosio, External Affairs, discussed the upcoming Workforce Investment Act Leadership Conference with the Commission and provided registration information. (Copy filed with official Minutes.) The Indiana Department of Workforce Development and the Human Resource Investment Council are hosting this conference Wednesday, April 19, 2000 at the Westin Hotel, Indianapolis. Ms. Scott-Rosio invited the Commission to attend this conference to learn more about the Workforce Investment Act (WIA) and the roles of the Workforce Investment Boards (WIBs). Commission members Ferguson and Theobald are members of WIBs. The WIA was implemented in Indiana beginning July 1, 1999. Commission member Kennon requested an update on WIA at the next Commission meeting.

Minute No. 25

Information and Discussion Items – Item X.C. – Update on Certificates of Technical Achievement and Assessment Sites

Mr. Fields presented an update on the Certificates of Technical Achievement. At present, there are 458 people certified to issue Certificates of Technical Achievement. There has been an addition of 135 sites since January 1, 2000. The 1996-1999 Progress Summary shows CTAs by School-to-Work regions and Occupational Areas. (Copy filed with official Minutes.) The Indiana Department of Education held the Business Professionals of America conference in which 160 students were assessed for Certificates of Technical Achievement. Of these 160 students, 72 Certificates of Technical were awarded. The Health Occupations Student Association and VICA will also be holding their student conferences this spring in which students will be awarded Certificates of Technical Achievement. Mr. Fields thanked Patty Shutt, Director, Career and Technical Education, Indiana Department of Education, and her staff for their support of CTA assessment scenarios at state vocational student organization conferences.

The interest in incumbent worker certificates has been rapidly increasing. The Department of Workforce Development is projecting 20,000 Certificates of Technical Achievement to be given by December 30, 2000. Staff is concentrating efforts to introduce the Indiana Essential Skills and Technical Proficiencies in regions of Indiana where the CTA participation rate has been low. In the next few months, an assessment center should be set up at the Indianapolis Eastside Department of Workforce Development Office where workshops will be provided for individuals who want to be certified as assessment sites for Certificates of Technical Achievement.

Minute No. 26

Information and Discussion Items – Item X.D. – Vocational and Technical Education Annual Performance Report, July 1, 1998 through June 30, 1999

Rosie Smith, Technical Education Specialist, highlighted sections and information in the FY99 Annual Performance Report. (Copy filed with official Minutes.) This document is an annual compliance document for use of federal vocational and technical education funds that must be reported annually to the U.S. Department of Education. There are two major parts: narrative report and appendices. She noted that there is a discrepancy in the adult enrollment totals between the two tables on pages vi and vii. This discrepancy is being reviewed and should be rectified shortly. In FY99, Technical Education Initiatives included funds from Single Parent/Displaced Homemakers, Sex Equity, Tech Prep, and State Programs and Leadership categories of funding. This report includes enrollment for FY99 and follow-up data on FY98 secondary and postsecondary enrollment. Information compiled in this document comes from the staffs at the Indiana Department of Education, Department of Correction, Commission for Higher Education, and DWD Technical Education. The format for future Annual Performance Reports will be subject to change based on information acquired for the new State Plan under Perkins III. Mr. Fields thanked Indiana Department of Education, Commission for Higher Education, Department of Correction and DWD Technical Education staffs for their assistance on this report.

Minute No. 27

Information and Discussion Items – Item X.E. – Sixteenth Annual Awards for Excellence Recognition Ceremony

Carol Hodgson, Policy and Planning Specialist, updated the Commission on the Sixteenth Annual Awards for Excellence celebrated February 15, 2000. Commission members received copies of the Profiles of Awardees. (Copy filed with official Minutes.) This year, of the 22 students receiving an award, ten were from secondary, ten from postsecondary, and two from adult education. In addition, programs, guidance/personnel services and partnerships were recognized. Awardees were recognized in the Senate and received a Senate Resolution. Diane Willis from WRTV-Channel 6, Indianapolis introduced each awardee and Dr. Craig Hartzer presented the awards. Vincennes University was responsible for the food demonstration and reception in the Atrium. The Department of Workforce Development and the Commission on Vocational and Technical Education sponsored this event in cooperation with the Indiana Association of Career and Technical Education. In the past 16 years, the Commission has recognized more than 300 students, approximately 60 programs, and 20 Guidance/Personnel programs and more than 30 partnerships with more than 140 partners. Solicitation for the seventeenth Annual Awards for Excellence will begin this summer. The next Awards for Excellence recognition ceremony will be held February 13, 2001.

Chair Brown expressed his deep regret that he missed participating in the day's activities and presenting the awards along with Dr. Hartzer. He indicated that he would make a firm commitment to participate in next year's activities.

Minute No. 28

Information and Discussion Items – Item X.F. – Feedback from Commission Members Visits to Vocational and Technical Education.

Chair Brown encouraged the Commission to continue visiting vocational and technical education sites in order to familiarize themselves with issues and successes of local practitioners.

Chair Brown suggested the November Commission meeting date be changed from November 17 to November 3 in conjunction with the Indiana School Counselor Association conference.

Commission member Kennon invited the Commission hold its regular meeting on May 19, 2000 in South Bend at the new Ivy Tech State College campus. As soon as information is finalized, it will be sent to the Commission.

Minute No. 29

Adjournment – Item XI. There being no further business to come before the Commission, Chair Brown adjourned the meeting at 3:15 p.m.

(Date)

Andrew Brown, Chair

Dan Theobald, Secretary

Indiana Department of Workforce Development
Commission on Vocational and Technical Education

MEETING ACTION

March 17, 2000

Minute No.	Action Taken
19	Approved Commission Minutes as mailed